

Initial Balance:  
\$15,952.00

Total Paid:  
\$315.52

Current Balance:  
\$15,636.48

Date	Amount	Summary
02/07/2023	\$43.48	Refreshments for guests and office meetings: coffee creamer, candy.
02/07/2023	\$11.46	Office supplies: Face masks.
02/16/2023	\$83.29	Bottled water service for 02/23.
02/23/2023	\$177.29	Refreshments for guests and office meetings: chips, cookies, juice. Food for staff meals for after-hours work to meet first lateral deadline.